



# City of Farmers Branch Action Meeting Minutes City Council

Farmers Branch City Hall  
13000 Wm Dodson Pkwy  
Farmers Branch, TX 75234

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Tuesday, November 18, 2025

6:00 PM

Council Chambers

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The full video of this meeting is available on the City website at <https://farmersbranch.legistar.com/Calendar.aspx>.

**Council Present:** Mayor Terry Lynne, Mayor Pro Tem Tina Bennett-Burton, Deputy Mayor Pro Tem Roger Neal, Councilwoman Lupe Gonzalez, Councilmember David Reid, Councilmember Elizabeth Villafranca

**City Staff Present:** City Manager Ben Williamson, Deputy City Manager Jawaria Tareen, Director of Administrative Services Stacy Henderson, City Secretary/Deputy Director of Administrative Services Erin Flores, City Attorney Nicole Corr, Director of Public Works Ray Silva-Reyes, Director of Finance Jay Patel, Deputy Director of Planning and Zoning Sam Chavez, Deputy Director of Economic Development Darren Harris, Fire Chief Daniel Latimer, Director of Innovation and Technology Joey Brock, and other City staff

## **CALL TO ORDER - STUDY SESSION (4:00 P.M.)**

Mayor Lynne called the meeting to order at 4:00 p.m.

## **PUBLIC COMMENTS ON STUDY SESSION ITEMS**

There were no members of the public wishing to address the Council.

## **STUDY SESSION ITEMS**

### **C.1 Review and discuss Consent and Regular agenda items.**

Council had questions on the following:

- Item K.7 related to the purchase of medical equipment from Stryker Medical (Deputy Mayor Pro Tem Neal)
- Item K.4 related to firefighter bunker gear from Casco Industries (Councilwoman Gonzalez)

### **C.2 Receive and update on adopting a Public Facility Corporation and/or a Housing Finance Corporation.**

Deputy Director of Economic Development gave a presentation on the following:

- The purpose and structure of the Public Facility Corporation and the Housing Finance Corporation
- The potential applications for the Public Facility Corporation and the Housing Finance Corporation

Council requested the following:

- Additional information on any potential projects (Councilmember Reid)

- Success rates from other cities with similar programs beyond 10 years (Mayor Pro Tem Bennett-Burton)

**C.3 Provide an update on initiatives addressing challenges with the unhoused population.**

Emergency Management Coordinator Luke Parten gave a presentation on the following:

- Concerns regarding the current unhoused situation
- Locations of the unhoused population
- Current initiatives being taken by the City to assist the unhoused
- Resources being pursued for future assistance

Council requested the following:

- City staff meet with TxDOT to further explore solutions in conjunction with the City of Dallas, and staff to provide information on Housing Forward (Councilmember Villafranca)
- Overall costs associated with unhoused initiatives, and research on grant possibilities (Deputy Mayor Pro Tem Neal)

Mayor Lynne convened in Executive Session at 4:36 p.m.

**EXECUTIVE SESSION**

- D.1 The City Council will convene into a closed Executive Session pursuant to Section 551.071 of the Texas Government Code, Consultation with Attorney, to seek legal advice regarding matters related to Dallas Area Rapid Transit (DART), including but not limited to correspondence, programs, funding, agreements, and any associated legal rights, obligations, or potential actions.**
- D.2 The City Council will convene into a closed Executive Session pursuant to Section 551.087 of the Texas Government Code to discuss economic development incentives for Farmers Branch Project 2025.021.**
- D.3 The City Council will convene into a closed Executive Session pursuant to Section 551.074 of the Texas Government Code, Personnel, to review, discuss, and evaluate the City's legal representation.**

**RECEPTION – FRONT LOBBY AREA – 5:30 P.M.**

A reception was held honoring incoming District 1 City Councilmember Lupe Gonzalez.

**CALL TO ORDER - REGULAR MEETING**

Mayor Lynne called the Regular Meeting to order at 6:00 p.m.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Mayor Lynne led the invocation and pledges of allegiance.

**CEREMONIAL ITEMS**

**H.1 Conduct the Oath of Office and receive remarks from the newly elected City Councilmember, Lupe Gonzalez, District 1.**

Councilwoman Gonzalez was sworn in and received ceremonial items presented by Mayor Lynne, and gave incoming remarks.

**ITEMS OF COMMUNITY INTEREST**

Public Information Officer Christian Grisales presented items of community interest.

**CITIZEN COMMENTS**

- David Jones, 3455 Golfing Green Drive, spoke about concerns regarding the election for participation in Dallas Area Rapid Transit (DART).
- Max Brodrick, 13531 Rawhide Parkway, spoke on concerns regarding the DART system.

**CONSENT AGENDA**

- K.1 Consider approving the following City Council meeting minutes; and take appropriate action.**
- November 17, 2025, Special Called City Council Meeting
  - November 18, 2025, City Council Meeting
- K.2 Consider approving Resolution No. 2025-170 authorizing the City Manager to negotiate and amend an agreement for the renewal of annual maintenance and support for the City’s Enterprise Resource Planning (ERP) system, Human Resources system, and Community Services and Building Inspections system, in an amount not to exceed \$187,000; and take appropriate action.**
- K.3 Consider approving Resolution No. 2025-198 authorizing the purchase of EMS medical supplies for the Farmers Branch Fire Department from Bound Tree Medical, LLC, in an amount not to exceed \$155,400; and take appropriate action.**
- K.4 Consider approving Resolution No. 2025-200 authorizing the purchase of firefighter bunker gear from Casco Industries, Inc. through the City’s cooperative purchasing agreement with BuyBoard for an amount not to exceed \$129,700; and take appropriate action.**
- K.5 Consider approving Resolution No. 2025-201 authorizing the purchase of uniforms and related equipment for the Farmers Branch Fire Department from Galls, LLC, for an amount not to exceed \$117,300; and take appropriate action.**
- K.6 Consider approving Resolution No. 2025-202 authorizing an agreement for 93 NFPA 1582 compliant wellness and fitness exams for the Farmers Branch Fire Department with Life Scan, in the amount of 77,562; and take appropriate action.**
- K.7 Consider approving Resolution No. 2025-203 authorizing the purchase of maintenance for the Stryker medical equipment used by the Farmers Branch Fire Department and the City from Stryker ProCare Service, in the amount of \$59,848; and take appropriate action.**

- K.8 Consider approving Resolution No. 2025-205 authorizing an agreement for medical direction for the Farmers Branch Fire Department from Beacon Emergency Services Team, P.A., dba BEST EMS in the amount of \$54,711; and take appropriate action.**
- K.9 Consider affirming Resolution No. 2025-209 authorizing the City Manager to execute all necessary documents for the annual renewal of a software subscription supporting City project coordination in the amount of \$49,800; and take appropriate action.**
- K.10 Consider approving Resolution No. 2025-210, reaffirming the City’s authorization of a purchase order change for the Large Meter Testing Project completed by UWS Inc., in an amount not to exceed \$55,000; and take appropriate action.**
- K.11 Consider approving Resolution No. 2025-213 for the annual renewal of software licensing, support, and maintenance for the City’s Municipal Court justice information systems, in an amount not to exceed \$62,000, authorizing the City Manager to execute all necessary documents for the renewal; and take appropriate action.**
- K.12 Consider approving Resolution No. 2025-219 to authorize modifications to the residential Demolition/Rebuild Program Inventive Agreement to reflect a four (4) year property tax rebate; and take appropriate action.**
- K.13 Consider approving Resolution No. 2025-228 authorizing the City Manager to purchase uniforms and related equipment for the Farmers Branch Police Department from Galls, LLC, for an amount not to exceed \$178,500; and take appropriate action.**
- K.14 Consider approving Resolution No. 2025-230 authorizing the City Manager to execute a one-year agreement for Stop-Loss Insurance in the amount of \$559,751; and take appropriate action.**
- K.15 Consider adopting Ordinance No. 3980 amending portions of Appendix A - Fee Schedule and Chapter 30 Emergency Services of the Code of Ordinances to reduce Emergency Medical Services (EMS) rates to comply with State law; and take appropriate action.**

**A motion was made by Councilmember Reid, seconded by Councilwoman Gonzalez, to approve the Consent Agenda as presented. The motion carried with the following vote:**

**Aye:** Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

**PUBLIC HEARING**

- L.1 Conduct a public hearing and consider approving Ordinance No. 3964 authorizing a Specific Use Permit (SUP) for a furniture store for a portion of an approximate 1.44-acre property located at 14024 Josey Lane and located within the Local Retail District-2 (LR-2) zoning district; and take appropriate action.**

Lead Planner Brian Campbell gave a presentation on the following:

- The background of the subject property
- Details regarding the proposed development

- Information on the future land use designation and recommendation from the Planning and Zoning Commission

There were no requests for further information from the City Council.

**A motion was made by Deputy Mayor Pro Tem Neal, seconded by Councilwoman Gonzalez, to close the public hearing. The motion carried with the following vote:**

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

**A motion was made by Councilwoman Gonzalez, seconded by Councilmember Villafranca, to adopt Ordinance No. 3964 as presented. The motion carried with the following vote:**

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

**L.2 Conduct a public hearing and consider approving Ordinance No. 3966 authorizing a Specific Use Permit (SUP) for an Indoor Commercial Amusement use (baseball practice facility) for a portion of an approximate 1-acre property located at 13850 North Stemmons Freeway and located within the Planned Development District No. 70 (PD-70) zoning district; and take appropriate action.**

Lead Planner Brian Campbell gave a presentation on the following:

- The background of the subject property
- Details regarding the proposed development
- Recommendations based on the Comprehensive Plan and Planning and Zoning Commission

There were no requests for further information from the City Council.

**A motion was made by Deputy Mayor Pro Tem Neal, seconded by Councilmember Villafranca, to close the public hearing. The motion carried with the following vote:**

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

**A motion was made by Councilwoman Gonzalez, seconded by Deputy Mayor Pro Tem Neal, to adopt Ordinance No. 3966 as presented. The motion carried with the following vote:**

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

**L.3 Conduct a public hearing and consider adopting Ordinance No. 3968 for a zoning amendment on approximately 3.5 acres located at 12197 Denton Drive within the Planned Development District No. 32 (PD-32) zoning district to allow for revised development plans for office and warehouse; and take appropriate action**

Lead Planner Brett Magnum gave a presentation on the following:

- The background of the subject site

- Details regarding the proposed site plan and landscape plan
- Recommendations based on the Comprehensive Plan and Planning and Zoning Commission

There were no requests for further information from the City Council.

**A motion was made by Councilmember Reid, seconded by Mayor Pro Tem Bennett-Burton, to close the public hearing. The motion carried with the following vote:**

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

**A motion was made by Councilmember Reid, seconded by Mayor Pro Tem Bennett-Burton, to adopt Ordinance No. 3968 as presented. The motion carried with the following vote:**

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

### **REGULAR AGENDA ITEMS**

#### **M.1 Receive a Year-in-Review update from the Arts and Culture Committee.**

Amy Cave, Chair of the Arts and Culture Committee, gave a presentation on the following:

- Overview of the year
- Members of the Committee
- Committee attendance for 2025
- Strategic focus areas of the Committee
- The Committee's community engagement in the City
- Accomplishments of the Committee
- Future goals of the Committee

There were no requests for further information from the Council.

#### **M.2 Receive a Year-in-Review update from the Senior Advisory Board.**

Matt Rice, Chair of the Senior Advisory Board, gave a presentation on the following:

- Overview of the year
- Members of the Board
- Board attendance for 2025
- Strategic focus areas of the Board
- The Board's community engagement in the City
- Accomplishments of the Board
- Future goals of the Board

There were no requests for further information from the Council.

#### **M.3 Consider approving Resolution No. 2025-212 approving a Professional Services Agreement with Kimley Horn and Associates, Inc. for the Master Drainage Study in the amount of \$302,500; and take appropriate action.**

Stormwater Engineer Eric Mueller gave a presentation on the following:

- The background of the master drainage study project
- The purpose of the study
- Costs associated with the study
- Locations where the study will take place

There was no further information requested by the Council.

**A motion was made by Councilmember Reid, seconded by Mayor Pro Tem Bennett-Burton, to approve Resolution No. 2025-212. The motion carried with the following vote:**

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Villafranca, Councilmember Reid

**M.4 Consider approving Resolution No. 2025-211 authorizing a Professional Services Agreement with Freese and Nichols, Inc. for the Rawhide Creek Bank Reconstruction Project, in the amount of \$320,725; and take appropriate action.**

Stormwater Engineer Eric Mueller gave a presentation on the following:

- The background of the reconstruction project.
- Details of the scope of work
- Fiscal impact of the project

Council requested the following:

- Consider similar work in the Marsh Lane and Wooded Creek area (Deputy Mayor Pro Tem Neal)

**A motion was made by Mayor Pro Tem Bennett-Burton, seconded by Councilmember Villafranca, to approve Resolution No. 2025-211 as presented. The motion carried with the following vote:**

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

**M.5 Consider approving Resolution No. 2025-225, reinstating a Charter Review Committee and confirming appointment of members; and take appropriate action.**

City Secretary / Deputy Director of Administrative Services presented on the following:

- Information on orientation and slate list
- Next steps in the process

The Council requested the following:

- Bring forward a future resolution to allow Councilwoman Gonzalez to add additional appointees, if needed (majority of Council)

**A motion was made by Deputy Mayor Pro Tem Neal, seconded by Councilmember Reid, to approve Resolution No. 2025-225 as presented. The motion carried with the following vote:**

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

## **STUDY SESSION**

### **C.4 Review the City Council meeting dates calendar for 2026 and discuss any proposed amendments.**

City Secretary / Deputy Director of Administrative Services gave a presentation on the proposed calendar dates for 2026.

There were no amendments requested by the Council.

### **C.5 Receive an update from the Mayor and Council Members regarding board liaison information from outside organizations and other meetings attended.**

Council gave updates regarding outside organizations and other meetings attended.

### **C.6 Review and discuss future agenda items.**

The following future agenda items were requested:

- Discussion on relocating Liberty Plaza (Mayor Pro Tem Bennett-Burton)
- Discussion of the budget allocation for excess funds from FY2025 (Councilmember Villafranca)
- Quarterly updates from the legal team regarding current litigation or other important matters (Councilmember Neal)
- Staff conduct research and present options for a columbarium, including feasibility, potential location, and costs (Mayor Lynne)

Mayor Lynne reconvened into Executive Session at 7:25 p.m.

## **EXECUTIVE SESSION**

**D.1 The City Council will convene into a closed Executive Session pursuant to Section 551.071 of the Texas Government Code, Consultation with Attorney, to seek legal advice regarding matters related to Dallas Area Rapid Transit (DART), including but not limited to correspondence, programs, funding, agreements, and any associated legal rights, obligations, or potential actions.**

**D.2 The City Council will convene into a closed Executive Session pursuant to Section 551.087 of the Texas Government Code to discuss economic development incentives for Farmers Branch Project 2025.021.**

**D.3 The City Council will convene into a closed Executive Session pursuant to Section 551.074 of the Texas Government Code, Personnel, to review, discuss, and evaluate the City's legal representation.**

Mayor Lynne reconvened the regular meeting at 9:12 p.m.

## **REGULAR AGENDA ITEMS**

**M.6 Consider approving Resolution No. 2025-217 establishing Rules of Procedure for the City of Farmers Branch City Council; and take appropriate action.**

**A motion was made by Councilmember Villafranca, seconded by Councilmember Reid, to table Resolution No. 2025-217 until the January 20, 2026, City Council meeting. The motion carried with the following vote:**

**Aye:** Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

**TAKE ANY ACTION AS A RESULT OF EXECUTIVE SESSION**

**D.3 The City Council will convene into a closed Executive Session pursuant to Section 551.074 of the Texas Government Code, Personnel, to review, discuss, and evaluate the City’s legal representation.**

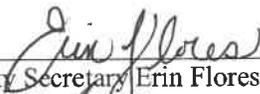
**A motion was made by Councilmember Reid, seconded by Councilmember Villafranca, to authorize the City Manager to secure new legal representation for the City and take all actions necessary to transition legal services, including terminating the City’s current legal services agreement. The motion carried with the following vote:**

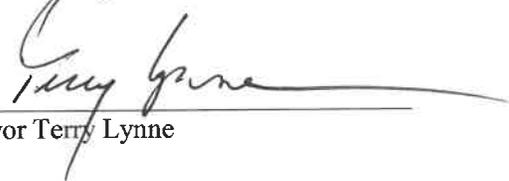
**Aye:** Mayor Pro Tem Bennett-Burton, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

**Nay:** Councilmember Neal

**ADJOURNMENT**

Mayor Lynne adjourned the meeting at 9:15 p.m.

  
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City Secretary Erin Flores, TRMC

  
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Mayor Terry Lynne